

LICENSING FORMS REQUEST

RE 299 (Rev. 6/04)

DATE OF REQUEST _____

GENERAL INFORMATION

Complete and submit this form to receive various DRE applications or brochures on a **one-time basis**. This request may be mailed or faxed.

- Department of Real Estate
Attn: Stockroom
P.O. Box 187000
Sacramento, CA 95818-7000
- Fax number:
(916) 227-0361

Volume: For each form needed, enter the amount which will be used within a six-month to one-year time period. Please allow four–six weeks for processing large orders.

Current Forms: Use of the most current forms will avoid unnecessary processing delays, since they will contain the most current fees and requirements. Some DRE forms are available on the Internet at www.dre.ca.gov (see reverse side).

Copies of DRE forms: Poor photocopies (distorted, light, etc.) are not acceptable. With the exception of examination applications, documents must contain original signatures and may not be submitted by facsimile.

SHIPPING INFORMATION*(Please type or print clearly)*

SEND TO THE ATTENTION OF: _____

SHIPPING NAME — COMPANY, SCHOOL, BOARD NAME, ETC. _____

SHIPPING ADDRESS — STREET ADDRESS OR P.O. BOX _____

CITY _____

STATE _____

ZIP CODE _____

DAYTIME TELEPHONE NUMBER _____

FAX NUMBER _____

If you have any questions regarding form requests, please call (916) 227-0854.

FORMS REQUEST*Commonly Used Forms**Additional Forms*

Form Title	Form Number	Amount Needed (See "volume" above)	Form Number	Amount Needed (See "volume" above)
Instructions to License Applicants (<i>brochure</i>)	RE 4			
Corporation License Application	RE 201			
Branch Office Application	RE 203			
Broker Change App. (For Broker Licensees)	RE 204			
Corporation Change Application	RE 204A			
State Public Benefits Statement & Information	RE 205/A			
Exam & Licensing Fees	RE 206			
Officer Renewal Application	RE 207			
Broker Renewal Application	RE 208			
Salesperson Renewal Application	RE 209			
Salesperson Change Application	RE 214			
Employment Verification	RE 226			
Continuing Education Course Verification	RE 251			
Salesperson Examination Application	RE 400A			
Broker Examination Application	RE 400B			
Salesperson Examination Change Application	RE 415A			
Broker Examination Change Application	RE 415B			
Examination Requirements	RE 423			

Note:

An asterisk (*) indicates the form is available on the DRE Web page at www.dre.ca.gov.

Examination Forms

- 4 * Instructions to License Applicants (pamphlet)
- 226 * Employment Verification
- 227 * Equivalent Experience Verification
- 228 * Employment Certification
- 400A * Salesperson Examination Application
- 400B * Broker Examination Application
- 415A * Salesperson Examination Change Application
- 415B * Broker Examination Change Application
- 423 * Examination Requirements
- 425 Examination Description (RE Broker)
- 425A Examination Description (RE Salesperson)

General Licensing Forms

- 201 * Corporation License Application
- 203 * Branch Office Application
- 204 * Broker Change Application (For Broker Licensees)
- 204A * Corporation Change Application
- 205/A * State Public Benefits Statement & Information
- 206 * Exam & Licensing Fees
- 207 * Officer Renewal Application
- 208 * Broker Renewal Application
- 209 * Salesperson Renewal Application
- 210 Certification (Assignment of Supervisory Responsibility)
- 211 License Change Instructions (*For Salespersons & Individual Brokers*)
- 211A * License Renewal Information (*For Salespersons & Individual Brokers*)
- 212 * Corporation Background Statement
- 214 * Salesperson Change Application
- 218 * Corporate License Instructions
- 221 * Statutory Course Transcript Submittal
- 234 * Consent To Service of Process (R.E.)
- 235 * Out-of-State Broker Acknowledgment
- 282 * Fictitious Business Name Information

Continuing Education Forms

- 213 * Continuing Education Extension/Exemption Request
- 250 Continuing Education Information
- 251 * Continuing Education Course Verification
- 301 * CE Course List Request

Prepaid Rental Listing Service Forms (PRLS)

- 254 PRLS Licensing Information
- 255 Officer Renewal Application (PRLS)
- 256 Designated Agent Application (PRLS)
- 258 PRLS Claim Procedure
- 261 Individual Renewal Application (PRLS)
- 263 Consent To Service of Process (PRLS)
- 266 Individual Change Application (PRLS)
- 267 Corporation & Officer Change Application (PRLS)
- 268 * PRLS Contract Information
- 269 * PRLS Law & Regulation Excerpts
- 270 * Surety Bond (PRLS)
- 271 Individual License Application (PRLS)
- 272 Corporation License Application (PRLS)
- 273 Unlicensed Officer Questionnaire (PRLS)
- 274 Additional Location Application (PRLS)

Mineral, Oil and Gas Broker Form

- 426 * Mineral, Oil & Gas Broker (License Information)

Miscellaneous Forms

- 103 * Public Record Access Guidelines
- 248 Exam Applicant List Request
- 291 * Current License Status Request
- 293 * Certified Licensing History Request
- 299 * Licensing Forms Request
- 350 * Publications Request
- 775 * Licensee File CD Request &
- 776 * Record Format